
SEMINOLE COUNTY GOVERNMENT AGENDA MEMORANDUM

SUBJECT: CRA Mapping Study

DEPARTMENT: Planning and Development **DIVISION:** Community Redevelopment Agency

AUTHORIZED BY: Dori DeBord

CONTACT: John Metsopoulos

EXT: 7133

MOTION/RECOMMENDATION:

1. Approve the Scope of Services and Deliverables for the CRA Boundary Line Mapping Study, in an amount not to exceed \$25,000 and authorize the Chairman to execute the attached Budget Amendment Resolution; or
2. Deny the Scope of Services and Deliverables for the CRA Boundary Line Mapping Study, in an amount not to exceed \$25,000; or
3. Continue to a time and date certain.

County-wide

John Metsopoulos

BACKGROUND:

On October 21, 1998, Seminole County and the Cities of Casselberry, Lake Mary, Sanford, and Winter Springs entered into an interlocal agreement establishing the US 17-92 Corridor Redevelopment Planning Agency (CRA). As a part of this agreement, they submitted to the Florida Department of Community Affairs (DCA) a boundary line map of the US 17-92 CRA as required by Chapter 189.419 F.S. The US 17-92 CRA is required by Florida Statutes to submit to DCA an updated map reflecting any changes to its boundary lines.

In order to meet the requirements, Staff is recommending that a mapping study with a boundary survey be completed. The study will focus on the current CRA boundary lines to ensure they are consistent with the boundary lines established in the original ordinance. Once current boundary lines have been determined to be accurate, the study will track all annexations and property assemblages into and out of the US 17-92 CRA since its creation in 1997. The study will ensure that all such actions were officially recognized through adoption of an ordinance by the Seminole County Board of County Commissioners, filed with the Clerk of the Court, and recorded with the Property Appraiser's Office. Maps showing these changes will be generated through this effort.

The proposal was reviewed and unanimously approved by the RPA on January 22, 2009.

STAFF RECOMMENDATION:

Staff recommends the Board approve the CRA of the Scope of Services and Deliverables for the CRA Boundary Line Mapping Study in an amount not to exceed \$25,000.

ATTACHMENTS:

1. Scope of Work & Deliverables
2. BAR 09-33 - US 17/92 CRA Mapping Study

Additionally Reviewed By:

- ☒ Budget Review (Betty Newton, Lisa Spriggs)
- ☒ County Attorney Review (Ann Colby)

**Scope of Work:
Identify and Verify the Boundaries
of the
US 17-92 CRA**

A. Overview

On October 21, 1998, Seminole County and the Cities of Casselberry, Lake Mary, Sanford, and Winter Springs entered into an interlocal agreement establishing the US17-92 Corridor Redevelopment Planning Agency (CRA). As a part of this agreement, they submitted to the Department of Community Affairs (DCA) a boundary line map of the US 17-92 CRA as required by Chapter 189.419 F.S. The US 17-92 CRA is required by Florida Statutes to submit to DCA an updated map reflecting any changes to US 17-92 CRA boundary lines. In order to meet the requirements of the statute, a study of the US 17-92 CRA boundary lines within Seminole County is required to determine if there have been any changes to original boundary lines as put forth in legal description by Seminole County Ordinance 98-41.

The study will focus on the current CRA boundary lines to insure they are consistent with the CRA boundary lines as established by the original ordinance. Once current boundary lines have been determined to be accurate, the study will track all annexations and property assemblages into and out of the US 17-92 CRA since its creation in 1997. The study will insure that all such actions were officially recognized by Ordinance by the Seminole County Board of County Commissioners, filed with the Clerk of the Court, and recorded with the Property Appraiser's Office.

B. Tasks

Task 1. Declaration of Blighted Area Boundary Lines

Develop a map which reflects the existence of blighted areas as created and defined in the Legal Description in Resolution Numbers R-97-120 and R-97-130.

Deliverables: Due two weeks after signing of contract.

Task 2. Establish the Original Boundary Lines of the US 17-92 CRA

Develop a US 17-92 CRA boundary line map based on the legal description in Ordinance 98-41.

Deliverables: Due two weeks after the completion of Task 1.

Task 3. Determination of Possible Inconsistencies in the Boundary Line maps

Compare the boundary line map developed in Task 1 to the boundary line map developed in Task 2 in order to determine if there are any inconsistencies. If inconsistencies exist, create a boundary line map identifying those inconsistencies.

Deliverables: Due one week after the completion of Task 3.

Task 4. Accuracy of the Current Boundary Lines

Overlay the US 17-92 boundary line map developed in Task 2 on the current US 17-92 CRA boundary line map in order to determine the accuracy of the current map. If inconsistencies exist, create a Boundary Line map identifying the inconsistencies.

Deliverables: Due two weeks after the completion of Task 3.

Task 5. Annexation and Property Assemblage Accuracy

From the creation of the US 17-92 CRA in 1997 through December 2008, track all annexations and property assemblages into, out of, and within the US 17-92 CRA to insure that they have been officially adopted by Ordinance by the Seminole County Board of County Commissioners, filed with the Clerk of the Court, and recorded in the Property Appraiser's Office.

Deliverables: Due four weeks after the completion of Task 4.

Task 6. Reporting Requirements

Be available to attend meetings/workshops and answer questions from staff the RPA and CRA.

2008-R-

BUDGET AMENDMENT REQUEST

TO: Seminole County Board of County Commissioners

FROM: Department of Fiscal Services

SUBJECT: **Budget Amendment Resolution**
 Department: **Planning and Development**
 Fund(s): US 17-92 Redevelopment Fund

PURPOSE: To appropriate funds for the US 17-92 CRA Mapping
 Study update as required by Chapter 189.419 Florida Statutes.

ACTION: Approval and authorization for the Chairman to execute Budget Amendment Resolution.

In accordance with Section 129.06(2), Florida Statutes, it is recommended that the following accounts in the County budget be adjusted by the amounts set forth herein for the purpose described.

Sources:

| Account Number | Project # | Account Title | Amount |
|----------------------|-----------|--------------------------|------------------|
| 13300.999987.599998 | | Reserves for Contingency | 25,000 |
| | | | |
| | | | |
| Total Sources | | | \$ 25,000 |

Uses:

| Account Number | Project # | Account Title | Amount |
|---------------------|-----------|-----------------------|------------------|
| 13300.011102.530310 | | Professional Services | 25,000 |
| | | | |
| | | | |
| Total Uses | | | \$ 25,000 |

BUDGET AMENDMENT RESOLUTION

This Resolution, 2008-R-_____ approving the above requested budget amendment, was adopted at the regular meeting of the Board of County Commissioners of Seminole County, Florida _____ as reflected in the minutes of said meeting.

Attest:

 Maryanne Morse, Clerk to the
 Board of County Commissioners

Date: _____

Entered by County Finance Department

By: _____

Brenda Carey
 Chairman

Date: _____

Date: _____

| FS Recommendation | |
|-------------------|---------|
| Betty B. Newton | 2/20/09 |
| Analyst | Date |
| Budget Manager | Date |
| Director | Date |
| 09-33 | |
| BAR | |